

EMERGENCY TELEPHONE SERVICE COMMITTEE  
DISPATCHER TRAINING SUBCOMMITTEE MEETING

Michigan State Police Troopers Association  
1715 Abbey Road, Suite B  
East Lansing, Michigan 48823  
Friday February 17, 2006  
10:00 a.m.

**CALL TO ORDER:**

Chairman Moorman called the meeting to order at 10:00 a.m.

**ROLL CALL:**

**MEMBERS:**

Michael Moorman, Chair  
David Ackley  
John Bawol  
James Fyvie  
Andrew Goldberger  
Ron MacDonald  
Vic Martin  
Charlie Nystrom  
Bruce Pollack  
Christina Russell

Patrick Hutting  
Jeff Guilfoyle (representing Evah Cole)  
Harriet Miller-Brown  
Daniel Chaney  
Janet Hengesbach

**ABSENT:**

Karen Chadwick  
William Charon (w/notice)  
Dale Gribler (w/notice)  
Suzan Hensel (w/notice)  
Dale Rothenberger  
Rebecca Shatney  
Christina Schultz  
Stephen Todd (w/notice)  
Joseph VanOosterhout

**REPRESENTING:**

ETSC-MSPTA  
Genesee County Central Dispatch  
Roscommon County Central Dispatch  
Clinton County Central Dispatch  
St. Joseph County Central Dispatch  
Hillsdale County Central Dispatch  
Lapeer County Central Dispatch  
Barry County Central Dispatch/ETSC-House App.  
Livingston County Central Dispatch  
Oakland County Sheriff's Office

MCOLES (Non-Voting)  
Michigan Department of Treasury (Non-Voting)  
Michigan State Police (Non-Voting)  
Michigan State Police (Non-Voting)  
Michigan State Police (Non-Voting)

Ingham County Central Dispatch  
Ionia County Central Dispatch/ETSC-MCDA  
Van Buren County Sheriff's Office/ETSC-MSA  
Midland County Central Dispatch/ETSC-NENA  
MCOLES  
Ottawa County Central Dispatch  
Isabella County Central Dispatch  
City of Flint 911  
Marquette County Central Dispatch

**APPROVAL OF MINUTES FROM SEPTEMBER 7, 2005:**

A motion was made by **Nystrom** and supported by **Bawol** to accept the minutes of the September 7, 2005 Dispatcher Training Subcommittee meeting.

**REQUEST FOR APPROVAL OF MICHIGAN 911 CONFERENCE – CITY OF FLINT:**

In Mr. Todd's absence, Mr. Goldberger distributed copies of the proposed 2006 NENA Spring Conference in Lansing, Michigan. Mr. Todd is requesting approval for the use of dispatcher training funds for attendance at this year's conference. Training sessions each day cover the "6 in 24 rule" that is followed by MCOLES. Members present questioned the procedure to which Mr. Todd is requesting approval. The process is to complete a TC-34D thru MCOLES for their review and approval and then bring that information to the subcommittee. The subcommittee directed the State 911 Administrator's office send a letter to Mr. Todd outlining the correct procedures for approval of this conference.

**PORT HURON REQUEST TO APPROVE TRAINING FUNDS USE FOR OUT-OF-STATE APCO TRAINING:**

Ms. Melinda Strang from the Port Huron Police Department recently made a request to the State 911 Administrator requesting approval for the use of dispatcher training funds for her travel out of state for APCO training. **Fyvie** moved for approval, **Martin** supported. The subcommittee discussed the approval process for this kind of travel/training. Ms. Strang was instructed to begin the MCOLES approval process while the Dispatcher Training Subcommittee will make a recommendation to the ETSC for final approval. The motion carries

**UPDATE ON DISPATCHER TRAINING STANDARDS WORKGROUP:**

Chairman Moorman updated the members regarding the Dispatcher Training Standards Workgroup. To date, the group has met twice and is presently working on identifying a job task analysis for telecommunicators. Ms. Russell (a workgroup member) added that the workgroup is also reviewing other states training standards. The workgroup meets again on Friday February 24, 2006 at 9:00 am in Howell.

**RECESS:**

A short recess was taken between 11:00 a.m. and 11:15 a.m.

**REVIEW OF 2006 TRAINING DISTRIBUTION APPLICATIONS (ETSC 101):**

There are 183 PSAP's that are eligible for monies from the Dispatcher Training Fund. The subcommittee reviewed Dispatcher Training Distribution applications from 150 PSAP's, benefiting 1,772 telecommunicators.

Prior to reviewing this year's applications, it was unanimously decided by the subcommittee that PSAP's that failed to spend down previous years monies, and PSAP's whose applications were received after the February 3, 2006 deadline would be rejected.

Fifty-two (52) PSAP's were rejected for failing to spend down previous years monies. Of these PSAP's, five (5) had additional reasons for rejection as well. These additional rejection reasons are in parenthesis.

Alpena County Central Dispatch	
Ann Arbor Police Department	(Late application)
Belding Area Dispatch Center	
Benzie County Sheriff's Office	
Berkley Department of Public Safety	(No original ETSC-101)
Berrien County Sheriff's Office	
Beverly Hills Department of Public Safety	
Bloomfield Hills Department of Public Safety	
CCE Central Dispatch Authority	
Crawford County Central Dispatch	
Dearborn Police Department	
Dearborn Heights Police Department	
Delta County Central Dispatch	
Detroit Emergency Telephone District	
Eastern Michigan University Police Department	
Farmington Hills Police Department	
Farmington Department of Public Safety	
Garden City Police Department	
Grosse Ile Township Police Department	
Holly Police Department	
Huron Township Police Department	
Iron County Central Dispatch	
Jackson County Central Dispatch	
Kalamazoo Department of Public Safety	
Kent County Sheriff's Office	(Late application)
Lake County Central Dispatch	
Lake Orion Police Department	
Lenawee County Sheriff's Office	

Livonia Police Department  
Marshall Police Department  
Menominee County Central Dispatch  
Michigan State Police Second District Regional Dispatch  
Niles Police Department  
Oxford Police Department (No course #'s on ETSC-510)  
Pittsfield Township Department of Public Safety  
Port Huron Police Department  
Rochester Police Department  
Rockwood Police Department (ETSC-101 was handwritten)  
Romulus Police Department  
Royal Oak Police Department  
Saline Police Department  
Sanilac County Central Dispatch  
St. Joseph Police Department  
Taylor Police Department  
Troy Police Department  
Utica Police Department  
Van Buren Township Department of Public Safety  
Walker Police Department  
Walled Lake Police Department  
White Lake Township Police Department  
Woodhaven Police Department  
Wyandotte Police Department

Seven (7) PSAP's were rejected for the following reasons:

Branch County Central Dispatch	Late application ETSC-101 was handwritten
Center Line Department of Public Safety	ETSC-510 was not submitted
Chesterfield Township Police Department	Late application ETSC-510 did not indicate corresponding course numbers
Gratiot County Central Dispatch	ETSC-510 did not indicate correct course numbers
Harper Woods Police Department	ETSC-510 was not submitted

Milford Police Department

ETSC-510 did not indicate approved course names and/or corresponding course numbers

Plymouth Community Communications Center

ETSC-101 was handwritten

Twelve (12) Applications were amended for the following reasons:

Albion Department of Public Safety	4 -3	Inaccurate calculations
Allegan County Central Dispatch	16-17	Inaccurate calculations
Antrim County Central Dispatch	9 – 8	Inaccurate calculations
Barry County Central Dispatch	14-13	Inaccurate calculations
Cass County Central Dispatch	10-9	Listed MCOLES police officer
Fraser Department of Public Safety	8-6	Listed MCOLES police officers
Gladwin County Central Dispatch	10-9	Listed MCOLES police officer
Michigan State Police – Gaylord Regional	10-9	Inaccurate calculations
Michigan State Police – Negaunee Regional	21-20	CAD administrator not eligible
Macomb County Sheriff's Office	21-20	Inaccurate calculations
Madison Heights Police Department	9-8	Listed MCOLES police officer
Southgate Police Department	9-4	Listed MCOLES police officers

**OLD BUSINESS:**

None

**NEW BUSINESS:**

None

**CALL TO THE PUBLIC:**

There was no public comment made.

**NEXT MEETING:**

The next meeting of the subcommittee is scheduled for Monday, March 13, 2006 at 8:30 a.m. at the Clinton County Courthouse in St. Johns. This meeting will be to hear appeals from PSAP's whose applications were denied for the 2006 training fund distribution.

**ADJOURN:**

A **MOTION** was made by **Bawol** and supported by **Ackley** to adjourn the meeting. The meeting was adjourned at 12:50 p.m.

APPROVED:

/s/ \_\_\_\_\_  
Michael R. Moorman, Chairman  
Dispatcher Training Subcommittee